



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 95TH DIVISION (INSTITUTIONAL TRAINING)  
5316 SOUTH DOUGLAS BOULEVARD  
OKLAHOMA CITY, OKLAHOMA 73150-9704

REPLY TO  
ATTENTION OF

S: 5 March 2001

AFRC-TOK-PR (140)

11 December 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Announcement of Staff Officer Vacancy

1. Reference AR 140-10, Assignments, Attachments, Details, and Transfers.
2. A board will convene at this headquarters March 2001 to consider applications for the position listed below:

**Deputy Chief of Staff for Personnel, HQ, 95<sup>TH</sup> Division (IT), Oklahoma City, OK; GRADE: Colonel; Branch: IM; AOC: O1A. Position available upon selection.**

3. Applicants will possess the following prerequisites:
  - a. Be presently in the grade for the position or selected for promotion.
  - b. Meet the physical fitness and height/weight standards as outlined in AR 350-15 and AR 600-9.
  - c. Have three (3) years of service remaining prior to mandatory removal date (waiverable).
  - d. Must reside within commuting distance (50 miles) of the advertised position vacancy. If, not, the applicant must complete the statement shown at enclosure 4.
4. Applications are to be submitted to this headquarters, ATTN: AFRC-TOK-PR (Mr Ryan), to arrive not later than 5 March 2001. The application will consist of the following items:
  - a. A transmittal letter depicting the position for which you desire to be considered. Include both business and home telephone numbers, as shown at enclosure 1.
  - b. Official photograph IAW AR 640-30 taken within the last twelve (12) months showing applicant in Class A uniform wearing all authorized awards and decorations.

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Applicant will prepare a standard label and type rank, name, SSN, height, weight, and date. This label will be signed by the applicant and affixed to the reverse bottom of the photograph.

- c. Biographical Summary, as shown at enclosure 2.
  - d. Verified up-to-date copy of DA Form 2B (PQR).
  - e. DA Form 2-1, signed and dated by the applicant or DA Form 4037 , (Officer Record Brief) for IMA/IRR Officers.
  - f. Copy of applicants last three (3) Officer Evaluation Reports (OER).
  - g. Commander's statement shown at enclosure 3.
  - h. Statement of Travel Distance, if applicable, shown at enclosure 4.
  - i. The application will be fastened to the right side of a plain manila folder with two prong (Eco) fastener (minus top). A label will be prepared and placed in the left edge of the manila folder with rank and name typed (see example).
5. Application packets may be forwarded directly to this headquarters.
6. Qualified applicants will be notified of the personal interview schedule, if applicable.
7. POC is Mr Jim Ryan, 405-419-8305, 800-427-6995 ext 305, DSN 884-3811/3529 ext 305, Fax 405-419-8341, E-Mail [RyanJL@usarc-emh2.army.mil](mailto:RyanJL@usarc-emh2.army.mil).

FOR THE COMMANDER:

5 Encls

- 1. Transmittal Letter
- 2. Biographical Summary
- 3. Commander's Statement
- 4. Travel Statement
- 5. Sample Packet Arrangement

MARK S. KOPSKY  
COL, GS, USAR  
Deputy Chief of Staff,  
Personnel

DISTRIBUTION:

Cdr, 95TH Div (IT) Brigades

Cdr, USARC, ATTN: AFRC-PRO-C, 1401 Deshler Street, Ft McPherson, GA 30330

AFRC-TOK-PR

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DISTRIBUTION (Con't):

Cdr, AR-PERSCOM, ATTN: ARPC-OMP-O, 9700 Page Avenue, St Louis, MO 63132-5200  
Cdr, 75<sup>th</sup> Div (EX), ATTN: AFRC-TOK-PR, 1850 Old Spanish Trail, Houston, TX 77054  
Cdr, 78<sup>th</sup> Div (EX), ATTN: AFRC-TOK-PR, 91 Truman Dr South, Edison, NJ 08817-2487  
Cdr, 80<sup>th</sup> Div (IT), ATTN: AFRC-TVA-O, 6700 Strathmore Rd, Richmond, VA 23237  
Cdr, 84<sup>th</sup> Div (IT), ATTN: AFRC-TWI-AA, 4828 W. Silver Spring Dr, Milwaukee, WI 3218  
Cdr, 87<sup>th</sup> Div (EX), ATTN: AFRC-EAL-PE, 1400 Golden Acorn Dr, Birmingham, AL 35244  
Cdr, 91<sup>st</sup> Div (EX), ATTN: AFRC-TOK-PR, Bldg 602, Murray Circle, Ft Baker, CA 94965  
Cdr, 98<sup>th</sup> Div (IT), ATTN: AFRC-TNY, 2035 Goodman St N Rochester, NY 14609  
Cdr, 100<sup>th</sup> Div (IT), ATTN: AFRC-TOK-PR, 3600 Century Div Way, Louisville, KY 40205  
Cdr, 104<sup>th</sup> Div (IT), ATTN: AFRC-TOK-PR, Bldg 987, Vancouver, WA 98661  
Cdr, 108<sup>th</sup> Div (IT), ATTN: AFRC-TOK-PR, 1330 Westover St, Charlotte, NC 28205  
Cdr, 63<sup>rd</sup> RSC, ATTN: AFRC-CCA, 1120 Lexington Dr, Los Alamitos, CA 90720  
Cdr, 70<sup>th</sup> RSC, ATTN: AFRC-TOK-PR, 4575 36<sup>th</sup> Avenue West, Seattle, WA 98199  
Cdr, 77<sup>th</sup> RSC, ATTN: AFRC-CNY-PRA, Ft Totten, NY 11359  
Cdr, 81<sup>st</sup> RSC, ATTN: AFRC-TOK-PR, 255 W Oxmoor Road, Birmingham, AL 35209  
Cdr, 88<sup>th</sup> RSC, ATTN: AFRC-CMN-PER, 506 Roeder Cr, St Paul, MN 55111  
Cdr, 89<sup>th</sup> RSC, ATTN: AFRC-TOK-PR, 2600 Woodlawn, Wichita, KS 67720  
Cdr, 90<sup>th</sup> RSC, ATTN: AFRC-CAR-PRR, 8000 Camp Robinson Road, N Little Rock, AR 72118  
Cdr, 94<sup>th</sup> RSC, ATTN: AFRC-CMA-PR-P, 695 Sherman Ave, Ft Devens, MA 01433  
Cdr, 96<sup>th</sup> RSC, ATTN: AFRC-CUT, Bldg 103, Salt Lake City, UT 84113  
Cdr, 99<sup>th</sup> RSC, ATTN: AFRC-CPA-, 5 Lobaugh St, Oakdale, PA 15071  
Cdr, First US Army, ATTN: AFKA-PR, Ft Gillem, Forest Park, GA 30050-7000  
Cdr, Third US Army, ATTN: AFRD-CS, Ft McPherson, GA 30330-7000  
Cdr, Fifth US Army, ATTN: AFKB-PR, Ft Sam Houston, TX 78234-7000  
Cdr, 19<sup>th</sup> TAACOM, ATTN: AFRC-TAIA-PE, 225 East Army Post Road, Des Moines, IA 50315  
Cdr, 377<sup>th</sup> TAACOM, ATTN: AFRC-SBLA, 5010 Leroy Johnson Dr, New Orleans, LA 70146